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June 3, 2013

TO: Each Supervisor

FROM: *JEF* Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

Cynthia A. Harding

**SUBJECT: NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE
AN AGREEMENT WITH LOMA LINDA UNIVERSITY EFFECTIVE UPON
EXECUTION THROUGH AUGUST 9, 2013 FOR EMERGENCY
PREPAREDNESS AND RESPONSE**

This is to notify you that I am exercising the delegated authority as approved by your Board on July 26, 2011, to select providers, negotiate, and execute new service agreements related to public health emergency preparedness and response, with contract maximum obligations not to exceed \$500,000 per service agreement, not to exceed a twelve-month term, 100 percent funded by the Centers for Disease Control and Prevention (CDC), subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will execute a sole source agreement with Loma Linda University Center for Public Health Preparedness (LLU-CPHP) in the amount of \$352,712, effective upon execution by the parties through August 9, 2013, 100 percent offset by CDC Notice of Award (NA) Number 2U90TP917012-11 Revised (Amendment 13) to implement and evaluate a proprietary curriculum on resilience and public health emergency preparedness program that will be used in training of community partners throughout the county. In addition, I will waive the contractor's Equal Employment Opportunity Certification, at the request of LLU, as a religious institution, and because LLU will only use current employees to work on this agreement.

Under this agreement, LLU-CPHP will work with DPH to tailor proprietary curriculum to the specific needs of the vulnerable populations within Los Angeles County. LLU-CPHP is the only agency in California that provides community resilience and preparedness planning, training, education, and evaluation. As part of their work in this area, they have developed a curriculum based on community resilience which addresses the gaps and areas of improvement for vulnerable populations. This curriculum has been tested and evaluated.

To carry out their work, LLU-CPHP employs an interdisciplinary team with experience in public health, disaster preparedness, environmental sciences, primary and secondary education, psychology, and social work. The team is multilingual and has programmatic expertise in public health workforce capacity building, curriculum development, all-hazards and pandemic emergency preparedness and response, exercise planning and coordination, and Geographic Information Systems and other technological applications.

Honorable Board of Supervisors
June 3, 2013
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As a part of an extensive health science university, LLU-CPHP frequently draws upon clinical expertise from LLU's preventive medicine and mental health departments to complement their work. In addition to these clinical partnerships, LLU-CPHP has fostered extensive relationships with faith and community based organizations and with American Indian Tribal Nations. Their longstanding work with these organizations has enabled LLU-CPHP to support and empower some of Southern California's most at-risk and vulnerable populations. In past efforts, they have provided services and trainings related to building community resilience and increasing disaster preparedness efforts within these communities.

During the negotiations of this agreement, LLU-CPHP required numerous changes to certain provisions of the agreement that were reviewed by County Counsel and CEO Risk Management. County Counsel has reviewed and approved the agreement as to use and this delegated authority action.

As required under Board Policy 5.100, your Board was notified on December 12, 2012 of DPH's intent to enter into this Board approved sole source agreement in excess of \$250,000.

The attached sole source checklist (Attachment A) has been approved and signed by the CEO.

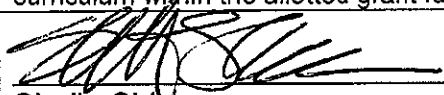
If you have any questions or require additional information, please let me know.

JEF:fs
#02525

Attachments (1)

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

SOLE SOURCE CHECKLIST
Loma Linda University (LLU)

Check (✓)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES <i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
✓	➤ Quick action is required (emergency situation) Requires all currently awarded funds to be expended and project deliverables submitted no later than August 9, 2013
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
✓	<p>Other reason. Beginning in 2010, the CDC awarded funds to DPH to implement a first-in-the-nation multi-year project to improve community resilience among vulnerable populations. From these funds, DPH developed the Los Angeles County Community Resilience Pilot Project. The Project is aligned with Objective One in the National Health Security Strategy, informing and empowering community members, and CDC Capabilities 1 and 2: Community Preparedness and Community Recovery. The purpose of the Project is to promote resilience among community level health workers (promotoras) and their vulnerable clients within Los Angeles County by: applying best practices in the field; identifying gaps in preparedness planning, and message delivery; and enhancing existing community networks for training and message delivery to improve preparedness and response.</p> <p>In order to carry out the proprietary objectives, DPH recommends contracting with LLU-CPHP to revise and tailor the curriculum they designed for resiliency training targeted to vulnerable populations. LLU-CPHP is the only agency in California that provides community resilience and preparedness planning, training, education, and evaluation. As part of their work in this area, they have developed a curriculum based on community resilience which addresses the gaps and areas of improvement for vulnerable populations. This curriculum has been tested and evaluated. Under this agreement, LLU-CPHP will work with DPH to tailor the curriculum to the specific needs of the vulnerable populations within Los Angeles County. By accessing LLU-CPHP's curriculum and expertise in this field, DPH will be able to complete the curriculum within the allotted grant funding period (i.e. seven months).</p>
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div style="width: 45%; text-align: right;"> 1/9/13 Date </div> </div>